

**TOWN OF UNDERHILL
SELECTBOARD REGULAR MEETING MINUTES
Underhill Town Hall
Tuesday, January 7, 2020, 4:00 p.m.**

Selectboard: Pat Sabalis, Dan Steinbauer and Bob Stone

Town Staff: Jennifer Silpe-Katz, Nate Sullivan and Brian Bigelow

Public: Ruth Miller (MMCTV), Tim Pedrotty, Tony Julianelle, and Kurt Johnson

4:02 p.m. Call to order, adjustments to agenda. Meeting called to order by Pat Sabalis. No adjustments to agenda:

4:04 p.m. First Public Comment Period. Tony Julianelle complimented the Selectboard's conscientious efforts during the recent 'lease land' discussions and provided a pie in appreciation.

4:05 p.m. Nate Sullivan, Road Foreman. Road Foreman discussed the purchase of a new grader tire with Selectboard. Three sources (Marshall, Rouse and New England Truck Tire) were contacted and each offered the State Contract price (\$1,600.50) and identical labor rates (\$95.00/hour). Road Foreman recommends going with Marshall Tire Group.

Pat Sabalis moved that the Selectboard approve the purchase of a grader tire from Marshall Tire Group in the amount of \$1,600.50. Dan Steinbauer seconded and the motion passed 3-0.

Discussion ensued regarding temporary easements from three property owners impacted by the bridge replacement on Corbett Road. Kurt Johnson, Highway Infrastructure and Equipment Committee (HIEC) Chair, obtained the signatures as required to complete the Wetlands Permit application.

Pat Sabalis moved that the Chair sign the Corbett Bridge Temporary Easement as part of the required Wetlands Permit application. Dan Steinbauer seconded and the motion passed 3-0.

4:11 p.m. Due to being ahead of schedule the consensus of the Selectboard is to start FY20-21 Budget Review with staff and see if any members of the public arrive regarding the 4:40 p.m. agenda item: Fuller Road Culvert.

4:12 p.m. FY20-21 Budget Review. Selectboard, staff and Kurt Johnson (HIEC Chair) discussed the budget proposals and revenue estimates included within reviewed draft budget (v8, dated December 29, 2019). Discussions focused on lines 253 (Gravel), 274 (Vehicle & Equipment) and 276 (Infrastructure – Roads).

Estimate on gravel and associated hauling would expand the line item to \$166,250 with the increased cost being offset by the efficiencies of the loads being delivered to the required location and immediately graded and not interfering with other scheduled in-house tasks.

Additional discussion to be held if the F350 replacement (Vehicle & Equipment) is to be included in budget or seeking approval for a loan as a Town Meeting Article.

Infrastructure – Roads line item of \$1,009,000 includes work on Corbett Road and Pleasant Valley Road (BR8) bridges, English Settlement Road, Irish Settlement Road, Poker Hill Road, a Stormwater catch basin on Range Road and culvert headwall on McClellan Farm Road.

Budget discussion to continue at the January 9, 2020 Special Meeting. Additional discussion ensued regarding the Fund Budget Policy requirement to maintain a minimum Unassigned Fund Balance equal to 15%.

5:11 p.m. Fuller Road Culvert. Chair gave the background of the current request. The failing culvert (Fourth one on Class 4 Fuller Road) is of concern to residents who need a fuel delivery. As a temporary fix the presence of frost and placement of Marsden Matting were proposed and discussed with the property owner. Delivery was scheduled for January 6 and they said would call if it didn't happen. For a longer term fix, per Agency of Natural Resources environmentalist, an equivalent (48"x20') culvert can be installed as an emergency fix. The Town has one in inventory. Discussion ensued about general Class 4 Road responsibilities and specific options for this instance. Notice made that the culvert in inventory is of a type that the Town no longer uses (High Density Polyethylene) and collars to extend its length are not available.

Bob Stone moved that the Town supply the culvert for private installation under the supervision of the Road Foreman. Pat Sabalis seconded and the motion passed 3-0.

Road Foreman asked that the Town advise property owners on the road of the decision.

4:55 p.m. Old Business: Town Meeting Ballot Items. Discussion ensued regarding draft Town Meeting Articles. Consensus for an article funding a solar array decommissioning reserve fund with the first four years of annual lease payments (4 years at \$3,250 = \$13,000) and to draft an article for a loan for the replacement of the F350 and equipment if the decision is to borrow the money rather than include in budget.

5:36 p.m. Warrants and Minutes. By consensus the Board reviewed and signed current warrants.

Pat Sabalis moved to approve the minutes of the December 19, 2019 Regular Meeting of the Selectboard. Dan Steinbauer seconded and the motion passed by a vote of 3-0.

Pat Sabalis moved to approve the minutes of the December 30, 2019 Special Meeting of the Selectboard. Bob Stone seconded and the motion passed by a vote of 3-0.

5:39 p.m. Member Items, Correspondence, Announcements, Schedule: Notice made of the next Regular Selectboard meeting scheduled for January 23, 2020 but with a 3:00 p.m. start and of the Special Meeting scheduled for 8:00 a.m. on January 9, 2020.

Correspondence. Notice made of receipt of:

- Abutter Notification from Zoning Administrator of a subdivision application in front of the Development Review Board (DRB) for a re-subdivision of IS318 owned by Jason & Amy Marias. DRB meeting to be held January 20, 2020.

5:53 p.m. Second Public Comment Period. None.

5:54 p.m. Executive Session.

Pat Sabalis moved that the Selectboard find that premature general public knowledge of proposed contract negotiations between the Town of Underhill and the Town of Jericho would clearly place the Town at a substantial disadvantage in negotiations. Bob Stone seconded and the motion passed by a vote of 3-0.


Pat Sabalis moved that the Selectboard enter Executive Session with staff to discuss a proposed contract related to FY21 funding for Underhill Jericho Fire Department, Jericho Underhill Park District and Jericho Underhill Community Library District under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes. Bob Stone seconded and the motion passed by a vote of 3-0.

At 6:20 p.m. the Selectboard exited Executive Session. Action as a result of Executive Session: The Town of Underhill will initiate a dialogue the reviewing the current 60/40 split for jointly funded public services.

6:21 p.m. Adjournment: On a motion made by Pat Sabalis and seconded by Dan Steinbauer the Selectboard voted 3-0 to adjourn.

Submitted by Brian Bigelow, Town Administrator

Read and Approved as submitted/amended


Pat Sabalis, Chair

1/23/20
Date